



CONSOLIDATED MAIL OUTPATIENT PHARMACY (CMOP)

USER MANUAL

Version 2.0
April 1997

(Revised May 2002)

Revision History

Any changes subsequent to the initial release of this manual are listed below. The users should update the manual with the pages listed under the Revised Pages column. Pages listed in parentheses are unchanged but included for two-sided copying.

Date	Revised Pages	Patch Number	Description
05/02	Title Page; i-viii; (61)-62; 67-(68).	PSX*2*32	Updated Title page; added Revision History page and renumbered Preface and Table of Contents pages; added new CMOP DRUG Cost Missing report; and amended Facility Activity Report description to add time range. Screen captures on updated pages re-formatted to new standards.
12/97			Original Released User Manual.

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Preface

Version 2.0 of Consolidated Mail Outpatient Pharmacy (CMOP) software processes and automatically transmits prescription data from a Veterans Affairs Medical Center to a CMOP host facility. The CMOP host facility then mails prescriptions from an integrated and highly automated outpatient prescription dispensing system. This CMOP user manual is intended for pharmacists and pharmacy technicians who are familiar with the functionality of Outpatient Pharmacy Version 6.0.

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Resend Release Data to VAMCs

This option provides you with a report by medical center of any release data mail messages that have not been acknowledged within 24 hours. A release data mail message is one that has been returned by the medical center and completely filed at the CMOP facility. At the end of the report you will receive the prompt, "Resend Messages." You can enter a list of numbers separated by commas. The specified messages will be returned to the medical center as one new mail message. If there aren't any unacknowledged messages for the medical center selected, then you will get the message, "No data for the report." This report can be sent to the screen or it can be sent to a printer.

Example: Resend Release Data

Select Operations Management Option: Resend Release Data to VAMCs
 Select Facility or RETURN for all: <RET>
 DEVICE: *[Select Print Device]*

RELEASE DATA RETURNED SINCE Feb 16, 1997
 BIRMINGHAM, AL.
 PRINTED Feb 25, 1997

DATE/TIME	DATA RETURNED	Rx's	ACKNOWLEDGED
Feb 19, 1997 1:52:34 pm		15	YES
Feb 24, 1997 10:16:39 am		7	NO
TOTAL	RETURNED		22
	ACKNOWLEDGED		15
	NOT ACKNOWLEDGED		7
TOTALS FOR ALL SITES	RETURNED		22
	ACKNOWLEDGED		15
	NOT ACKNOWLEDGED		7

Enter RETURN to continue or '^' to exit: <RET>

Resend a Release Message? <RET>
 This is a required response. Enter '^' to exit
 Resend a Release Message? YES
 Select Facility: 521

RELEASE DATA NOT ACKNOWLEDGED
 BIRMINGHAM, AL.
 Feb 25, 1997

MESSAGE	DATE/TIME	DATA RETURNED	TOTAL Rx's
1	Feb 24, 1997 10:11:63 am		7

Resend messages: (1-1): 1
 Enter time: NOW// <RET> (FEB 25, 1997@15:45:06)
 Job Started.

Select Operations Management Option: <RET>

System Parameter Enter/Edit

This option will display the current site parameter settings and allow editing of those that can be changed.

Query Request Interval	This parameter controls the time interval between query requests. The time is entered as hours or fractions of an hour.
Query Limit Request	This parameter controls the number of Rx's that the VISTA system will accept during a query.
Days to Retain Release Summary	This parameter controls the number of days release acknowledgement summaries will be retained in the CMOP OPERATIONS file.
CMOP DRUG Cost Missing reports	This parameter controls whether a CMOP DRUG Cost Missing error report is generated.

Example: System Parameter Enter/Edit

```
Select Operations Management Option: System Parameter Enter/Edit

Query Request Interval:  1 hr // <ENT>  ( 1 hr )
Query Limit Request:    10000 // <ENT>
Days to Retain Release Summary:  10 // <ENT>
CMOP DRUG Cost Missing reports: YES// ?
  Do you want the "CMOP DRUG Cost Missing" error report generated?
(Y/N)
  Choose from:
    Y YES
    N NO
CMOP DRUG Cost Missing reports: YES// <ENT>

Select Operations Management Option: <ENT>
```

Facility Activity Report

This option prints a report, by facility, for a selected date and time range. The report lists each transmission and the current count of Rx's that are completed, cancelled, and unreleased at the time of the report.

Turnaround Time Report

This option queues the CMOP Rx Turnaround Time report for the selected date range. The report is based on the time difference between the transmission date and time and the date and time the pharmacist at the CMOP marked the prescription as completed and released. Information includes the average, minimum, and maximum turnaround times, and the total number of Rx's released. Due to the time required to compile the data for this report, it can only be sent to a printer.

Report of Release Data Returned

This option provides a report by medical center of all release data that has been returned to the medical center. Totals for the number of Rx's returned, Rx's acknowledged, and Rx's not acknowledged are provided for each medical center. A grand total is provided at the end of the report. At the end of the report, if there are messages that have not been acknowledged within a 24 hour period, you will receive the prompt, "Resend Messages." If you respond yes, the process will automatically go to the Resend Release Data option. If there are no unacknowledged messages, the user will not be prompted to resend messages. This report can be sent to the screen or to a printer.

Print Rejected Orders

This option allows the user to print all rejected orders for a selected transmission. Labels cannot be printed while the CMOP interface is running.

Print Transmission Labels



PSXCMOPMGR

This option allows printing of labels for prescription data received by the CMOP. The user selects a transmission Facility Batch number to be printed. All labels "Queued to send" for this transmission are printed.

Label Restart Utility



PSXCMOPMGR

This option enables the user to print a range of CMOP transmission labels that have jammed during normal or reprint label print operations.

Example: Label Restart Utility

Select CMOP System Management Menu Option: REports

Select Reports Option: Label Restart Utility
CMOP LABEL RESTART UTILITY

To run the Label Restart Utility you will need the Rx number of the last USEABLE Rx that printed, as well as the CMOP Order # where the error occurred.

Did the error occur during Reprint? NO// <RET>

Enter Beginning CMOP Order #: 521-310-1

Enter Ending CMOP Order #: 521-310-4

Enter the last USABLE Rx number printed or 'RETURN' to start at the first Rx in order: ??

You selected CMOP order # 521-310-1

If this is correct, please choose the last USABLE Rx that printed from the following list:

FIFE, BARNEY

15112 ASPIRIN 325MG TAB

15114 CIMETIDINE 200MG TAB

Enter the last USABLE Rx number printed or 'RETURN' to start at the first Rx in order: 15112

Select Label Printer: *[Select print device.]*

OK TO ASSUME LABEL ALIGNMENT IS CORRECT ?: (Y/N): YES// <RET>

Requested Start Time: NOW// <RET> (FEB 20, 1997@10:21:21)

LABELS Queued to Print!!

Select Reports Menu Option: <RET>